### **Strike - Motion to**

#### **Instructions:**

**Select** Bankruptcy or Adversary

**Select** *Motions/Applications on Bankruptcy menu; Motions on Adversary menu* 

Enter case number

**Verify** case number is correct

Select Document Event: Strike

**Insert** "Notice" if the document is titled Motion and Notice

### **Select** Party

■ Party filer not listed, Add/Create New Party

# Browse, Verify and attach the correct pdf file

■ Add attachments, if applicable

### **Select** related document

- Narrow search by entering file date range or document # range
- Narrow search by entering category type. Narrow further by file date range or document # range
- Highlight all categories if unsure which category

**Select** Appropriate Event to which this event relate

# **Review Docket Text for accuracy**

Warning!! Verify entry is correct before submitting.